

RESOLUTION NO. 14 - 1

RESOLUTION APPROVING AND ADOPTING THE WORCESTER COUNTY  
FIVE-YEAR CAPITAL IMPROVEMENT PLAN - FY 2014 TO FY 2018

WHEREAS, the County Commissioners of Worcester County, Maryland have determined that certain Capital Projects are necessary to be constructed during the period of July 1, 2013 through June 30, 2018 in order to promote the health, safety, and welfare of the citizens of Worcester County and in order to provide adequate public facilities for the proper and efficient delivery of public services to the citizens of Worcester County; and

WHEREAS, the Worcester County Commissioners have conducted a public hearing on January 7, 2014 to receive public comment on the list of Capital Projects proposed for construction during the period of 2013-2018 as identified in the Worcester County Five-Year Capital Improvement Plan - FY 2014 to FY 2018.

NOW, THEREFORE, BE IT RESOLVED by the County Commissioners of Worcester County, Maryland that the Worcester County Five-Year Capital Improvement Plan - FY 2014 to FY 2018 attached hereto, is hereby adopted.


AND BE IT FURTHER RESOLVED by the County Commissioners of Worcester County, Maryland that funding for the projects identified in the Worcester County Five-Year Capital Improvement Plan - FY 2014 to FY 2018 may be provided from annual tax levies, issuance of public debt, use of reserve funds, or from such other sources as the County Commissioners may from time to time determine.

AND BE IT FURTHER RESOLVED that the County Commissioners of Worcester County, Maryland may, from time to time as deemed to be in the best interest of the County and to meet the needs of its citizens, amend said Capital Improvement Plan by the addition or deletion of projects therefrom.


AND BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon its passage.

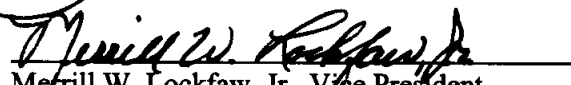
PASSED AND ADOPTED this 7<sup>th</sup> day of January, 2014.

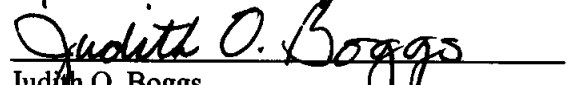
ATTEST:

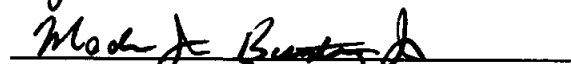
  
Harold L. Higgins  
Chief Administrative Officer

WORCESTER COUNTY COMMISSIONERS

  
James C. Church, President

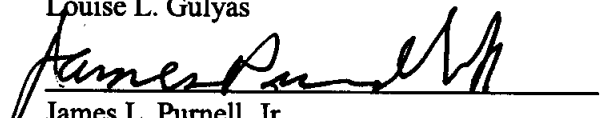
  
Merrill W. Lockfaw, Jr., Vice President

  
Judith O. Boggs

  
Madison J. Bunting, Jr.

**Absent**

\_\_\_\_\_  
Louise L. Gulyas

  
James L. Purnell, Jr.

  
Virgil L. Shockley

# Worcester County

Revised  
Requested

## 5 Year Capital Improvement Plan FY 2014 to FY 2018



**NOTE:** The proposed Capital Improvement Plan is a planning document to anticipate future financial needs of the County. Inclusion of a project in the plan does not constitute a guarantee of funding from the county. Some capital projects will be added, deleted and or amended as necessary. As with the Operating Budget, the projects for each fund have to be balanced with the resources available in that fund.

December 31, 2013

**REQUESTED PLAN SUMMARY BY CATEGORY**

12/31/2013

**WORCESTER COUNTY  
FIVE YEAR CAPITAL IMPROVEMENT PLAN  
FY 2014 to FY 2018 Project Summary**

<b>Project Category</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Five Year Project Cost Total</b>	<b>Five Year % to Total Costs</b>	<b>Actual Prior Years</b>	<b>Balance to Complete *</b>	<b>Total Project Cost</b>
General Government	3,756,373	2,631,982	12,250,000	2,400,000	0	21,038,355	14.75%	0	0	21,038,355
Public Safety	0	0	0	0	0	0	0.00%	0	0	0
Public Works	2,800,000	12,924,231	6,980,000	4,752,000	1,000,000	28,456,231	19.95%	1,000,000	0	29,456,231
Recreation & Parks	852,891	968,546	335,000	545,000	580,000	3,281,437	2.30%	0	0	3,281,437
Public Schools	5,987,771	20,829,043	14,524,013	28,839,381	17,328,416	87,508,624	61.35%	1,875,898	15,618,070	105,002,592
Community College	0	189,962	132,077	162,705	1,878,075	2,362,819	1.66%	0	74,126	2,436,945
<b>TOTAL</b>	<b>13,397,035</b>	<b>37,543,764</b>	<b>34,221,090</b>	<b>36,699,086</b>	<b>20,786,491</b>	<b>142,647,466</b>	<b>100.00%</b>	<b>2,875,898</b>	<b>15,692,196</b>	<b>161,215,560</b>

<b>Source of Funds</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Five Year Project Cost Total</b>	<b>Five Year % to Total Costs</b>	<b>Actual Prior Years</b>	<b>Balance to Complete</b>	<b>Total Project Cost</b>
General Fund	5,091,662	3,878,836	4,483,500	1,054,500	1,058,000	15,566,498	10.91%	500,000	0	16,066,498
User Fees	1,120,000	9,154,231	480,000	0	0	10,754,231	7.54%	0	0	10,754,231
Capital Project Funds	0	0	0	0	0	0	0.00%	0	0	0
Grant Funds	767,602	871,692	301,500	490,500	522,000	2,953,294	2.07%	0	0	2,953,294
State Match	4,667,000	300,000	950,000	4,795,000	4,925,000	15,637,000	10.96%	0	0	15,637,000
State Loan	0	0	0	0	0	0	0.00%	0	0	0
Designated Funds	450,000	923,046	3,045,691	5,224,161	1,878,075	11,520,973	8.08%	2,375,898	74,126	13,970,997
Developer Equity Con	0	0	0	0	0	0	0.00%	0	0	0
Private Donation	0	0	0	0	0	0	0.00%	0	0	0
Enterprise Bonds	50,000	1,270,000	2,060,000	220,000	0	3,600,000	2.52%	0	0	3,600,000
General Bonds	1,250,771	21,145,959	22,900,399	24,914,925	12,403,416	82,615,470	57.92%	0	15,618,070	98,233,540
<b>TOTAL</b>	<b>13,397,035</b>	<b>37,543,764</b>	<b>34,221,090</b>	<b>36,699,086</b>	<b>20,786,491</b>	<b>142,647,466</b>	<b>100.00%</b>	<b>2,875,898</b>	<b>15,692,196</b>	<b>161,215,560</b>

\* Balance to Complete - Years FY2019 and future

FY 2014 TO FY 2018 SUMMARY BY PROJECT  
REQUESTED

12/31/2013

WORCESTER COUNTY  
FIVE YEAR CAPITAL IMPROVEMENT PLAN

	FY2014	FY2015	FY2016	FY2017	FY2018	Prior Allocation	Balance To Complete	TOTAL
<b>General Government Facilities</b>								
Snow Hill Health Department WACS	302,000	355,000	350,000	0	0	0	0	1,007,000
Worcester County Jail HVAC Replacement/Upgrad	0	0	10,000,000	0	0	0	0	10,000,000
800MHz Radio System Enhancement	3,454,373	1,676,982	0	0	0	0	0	5,131,355
Library New Berlin Branch	0	600,000	1,900,000	2,400,000	0	0	0	4,900,000
<b>Total General Government Facilities</b>	<b>3,756,373</b>	<b>2,631,982</b>	<b>12,250,000</b>	<b>2,400,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>21,038,355</b>
<b>Public Works</b>								
Berlin Rubblefill Cap & Closure	0	0	3,100,000	0	0	0	0	3,100,000
Asphalt Overlay/Pavement Preservation of Roads	750,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	0	5,750,000
NewCounty Storage Building-Snow Hill	100,000	0	0	3,532,000	0	0	0	3,632,000
<b>Water Wastewater</b>								
Mystic Harbour Water System Interconnections	30,000	780,000	1,080,000	110,000	0	0	0	2,000,000
Mystic Harbour Effluent Disposal	20,000	490,000	980,000	110,000	0	0	0	1,600,000
Ocean Pines Force Main Replacement	30,000	750,000	340,000	0	0	0	0	1,120,000
<b>Solid Waste</b>								
Snow Hill Gas Remediation Project	750,000	750,000	0	0	0	0	0	1,500,000
Central Site Cell #5 Construction at Prior Rubblefill	0	8,634,231	0	0	0	0	0	8,634,231
LF Administration Scale House Renovation & Addit	0	520,000	480,000	0	0	0	0	1,000,000
500,000 Gallon Leachate Storage Tank	1,120,000	0	0	0	0	0	0	1,120,000
<b>Total Public Works</b>	<b>2,900,000</b>	<b>12,924,231</b>	<b>6,980,000</b>	<b>4,752,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>0</b>	<b>29,456,231</b>
<b>Recreation &amp; Parks</b>								
Showell Park Land Acquisition	0	900,000	325,000	535,000	570,000	0	0	2,330,000
Recreation Center Expansion Project	852,891	68,546	10,000	10,000	10,000	0	0	951,437
<b>Total</b>	<b>852,891</b>	<b>968,546</b>	<b>335,000</b>	<b>545,000</b>	<b>580,000</b>	<b>0</b>	<b>0</b>	<b>3,281,437</b>

FY 2014 TO FY 2018 SUMMARY BY PROJECT  
REQUESTED

12/31/2013

WORCESTER COUNTY  
FIVE YEAR CAPITAL IMPROVEMENT PLAN

	FY2014	FY2015	FY2016	FY2017	FY2018	Prior Allocation	Balance To Complete	TOTAL
<b>Public Schools</b>								
Snow Hill High School Addition/Renovations	5,887,771	20,395,959	12,560,399	8,919,931	0	1,875,898	0	49,639,958
Showell Elem School Add/Renovate	100,000	414,150	1,981,566	19,589,994	14,357,923	0	10,731,876	47,075,509
Stephen Decatur Middle School Addition	0	18,934	82,048	329,456	2,970,493	0	4,886,194	8,287,125
<b>Total Public Schools</b>	<b>5,987,771</b>	<b>20,829,043</b>	<b>14,524,013</b>	<b>28,839,381</b>	<b>17,328,416</b>	<b>1,875,898</b>	<b>15,618,070</b>	<b>105,002,592</b>
<b>Wor-Wic Community College</b>								
Wor-Wic AAB/MTC Building Renovation	0	189,962	132,077	0	0	0	0	322,039
Wor-Wic New Academic Building	0	0	0	162,705	1,878,075	0	74,126	2,114,906
<b>Total Wor-Wic</b>	<b>0</b>	<b>189,962</b>	<b>132,077</b>	<b>162,705</b>	<b>1,878,075</b>	<b>0</b>	<b>74,126</b>	<b>2,436,945</b>

CAPITAL PROJECT SUMMARY - BY SOURCE OF FUNDS

	FY2014	FY2015	FY2016	FY2017	FY2018	Prior Allocation	Balance to Complete	TOTAL
<b>Source of Funds</b>								
General Fund	5,091,662	3,878,836	4,483,500	1,054,500	1,058,000	500,000		16,066,498
User Fees	1,120,000	9,154,231	480,000					10,754,231
Capital Project Funds								0
Grant Funds	767,602	871,692	301,500	490,500	522,000			2,953,294
State Match	4,667,000	300,000	950,000	4,795,000	4,925,000			15,637,000
State Loan								0
Designated Funds	450,000	923,046	3,045,691	5,224,161	1,878,075	2,375,898	74,126	13,970,997
Developer Equity Contribution								0
Private Donation								0
Enterprise Bonds	50,000	1,270,000	2,060,000	220,000				3,600,000
General Bonds	1,250,771	21,145,959	22,900,399	24,914,925	12,403,416		15,618,070	98,233,540
<b>TOTAL</b>	<b>13,397,035</b>	<b>37,543,764</b>	<b>34,221,090</b>	<b>36,699,086</b>	<b>20,786,491</b>	<b>2,875,898</b>	<b>15,692,196</b>	<b>161,215,560</b>

# Project: WACS Center

Dept Head, Title & Phone #: Deborah Goerber, Health Officer, 410 632-1100

Project: Worcester County Health Department

Purpose/Description: Improvements and Renovations for WACS Center, Data Network and Document Management and Archiving Improvements Snow Hill Health Center; Ocean City Health Center interior renovations; and Isle of Wight parking improvements. Primary purpose is to improve quality of existing facilities or equipment.

Location: WACS Center, West Ocean City; Snow Hill Center; Ocean City Health Center, Isle of Wight

Impacts on General Fund Operating, Personnel or Maintenance: \$1,007,000

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design								0
Land Acquisition								0
Site Work								0
Construction								0
Equipment/Furnishings								0
Other: Renovations								
WACS Interior	152,000							152,000
Parking Lot Expansion			350,000					350,000
Interior Renovations - OC Health Center		80,000						80,000
IT - Data Network Improvements	150,000							150,000
IT - Document Management and Archiving		275,000						275,000
<b>EXPENDITURES</b>								
<b>TOTAL</b>	<b>302,000</b>	<b>355,000</b>	<b>350,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,007,000</b>
<b>SOURCES OF FUNDS</b>								
General Fund	302,000	355,000	350,000					1,007,000
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0
<b>PROJECTED OPERATING IMPACTS</b>	<b>302,000</b>	<b>355,000</b>	<b>350,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,007,000</b>

## **Project: WACS Center**

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Complete the following questions.

### **Project scope.**

Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?

WACS Center Improvements would include windows \$10,000; Architect and Engineering costs \$20,000; Elevator \$100,000; 20x20 Gazebo \$22,000. The WACS Center improvements will allow ADA compliance with installing an elevator.

**Parking Lot Expansion:** This will allow safety for both staff and visitors.

**Interior Renovations at the Ocean City Health Center:** The Ocean City Health Center building is in need of interior renovations. As additional staff have been assigned to this building as their primary work site, we need to invest in the interior to make it more conducive to a healthy productive work environment.

**IT Data Improvement and Document Management and Archiving:** Improving data management and data network connectivity improves the efficiencies of how the Health Department can respond to Worcester County health issues and manage Worcester County client services.

### **County benefit.**

How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

Improving building renovations will contribute to improving operations and services to the residents of Worcester County. Improving data management and data network connectivity improves the efficiencies of how the Health Department can respond to Worcester County health issues and manage Worcester County client services. Improving parking will support our staff and client safety and operations at the Isle of Wight location.

If not funded, we will continue to increase the demands on our document storage space, continue to experience a delay in computer network connectivity, as well as increase the demands on our WACS, Isle of Wight and Ocean City Health Center locations without improving the building and parking areas.

### **Cost estimate.**

How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

We do not have any formal estimates.

**CIP Timing.** If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?

No change in timing from previous request except what was requested and not funded in FY13 has been moved to the following years.

### **Urgency.**

Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

The IT Data Network Improvements are the most urgent and critical because of the rapid advancements and changes in technology at the state and local level.

# Project: Worcester County Jail HVAC Replacement/Upgrade

**Dept Head, Title & Phone #:**

Garry Mumford, Warden - 410-632-1300

Project: Worcester County Jail HVAC Replacement/Upgrade

Purpose/Description: Attached

Location: Project is located just off Route 113 at the intersection of Bay Street and Joyner Road, Worcester County, Snow Hill, MD. Worcester County Jail, 5022 Joyner Road, Snow Hill, MD 21863.

Impacts on General Fund Operating, Personnel or Maintenance: This project does not increase the number of employees needed at the Worcester County Jail. Upon completion, this project will result in decreased oil consumption and increased efficiency of the HVAC system. This project will also result in the reduction of maintenance costs associated with upkeep of the current (30) year old system. Additionally, this project will not increase any insurance costs and will only require (1) computer to control the system. This project will incur a one time cost of the labor and equipment replacement.

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design								0
Land Acquisition								0
Site Work								0
Construction								0
Equipment/Furnishings								0
Other			10,000,000					10,000,000

**EXPENDITURES**

<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>10,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000,000</b>
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**SOURCES OF FUNDS**

General Fund								0
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds								0
General Bonds			10,000,000					10,000,000
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	<b>0</b>	<b>0</b>	<b>10,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000,000</b>
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# Project: Worcester County Jail HVAC Replacement/Upgrade

Complete the following questions.

## Project scope.

Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?

The project scope was determined by the HVAC and supporting Electrical Engineering Study/Feasibility Analysis completed by Gipe Associates.

## County benefit.

How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

The County saves money by replacing a (30) year old system with a newer and more efficient system. The County will save money on maintenance, oil, and electric consumption. If this project is not funded or if it is delayed, the County will continue to pay high maintenance costs.

## Cost estimate.

How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

The cost estimate was developed by Gipe Associates during their study. A scope study was completed. An engineer's square foot estimate was completed (50,000).

CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?

No changes.

## Urgency.

Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

This project is very necessary, but not critical, at this point. However, a long delay will cause this agency to continue paying high maintenance costs in order to keep the current system functioning properly.

# Project: 800MHz Radio System Enhancement

Dept Head, Title & Phone #: Fred Webster, Director of Emergency Services, 410-832-3080

Project: 800MHz Radio System Enhancement

Purpose/Description: This project replaces major components of the Worcester County 800MHz Radio System. The current system, procured in 2001, has exceeded its life cycle and by FY16 will no longer have parts available from the manufacturer. Further, the current system is not compatible with radios from other jurisdictions and the State of Maryland. This project will bring the current system infrastructure into national standards compliance, ensure continued manufacturer support and allow for interoperability with neighboring counties and the State of Maryland. This project will also ensure that radios used by emergency responders are capable of operating outside of Worcester County.

Location: Various

Impacts on General Fund Operating, Personnel or Maintenance: This project has no defined revenue source leading to a direct impact on the general fund. Personnel and maintenance will not be impacted.

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design								
Land Acquisition								
Site Work								
Construction								
Equipment/Furnishings	3,454,373	1,676,982						5,131,355
Other								
<b>EXPENDITURES</b>								

<b>TOTAL</b>	<b>3,454,373</b>	<b>1,676,982</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,131,355</b>
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<b>SOURCES OF FUNDS</b>								
General Fund	3,454,373	1,676,982						5,131,355
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	<b>3,454,373</b>	<b>1,676,982</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,131,355</b>
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# **Project: 800MHz Radio System Enhancement**

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Complete the following questions.

## **Project scope.**

**Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?**

This project includes the replacement of network switching equipment, radio infrastructure, and 9-1-1 radio consoles as well as select upgrades to mobile and portable radios of county departments. In FY15 this project also budgets for the replacement of radios maintained by the volunteer fire companies of Worcester County. Project scope was based upon site specific requirements and manufacturer parts availability as well as upon industry standard requirements for public safety radio system interoperability using the Project 25 standard. This current situation is amplified by the fact that the State of Maryland, State of Delaware and Commonwealth of Virginia are actively transitioning all state government radio system users to the Project 25 standard and as such emergency responders from those state governments and emergency responders in Worcester County will no longer be able to communicate. This upgrade will also permit direct interoperability with Wicomico County.

## **County benefit.**

**How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?**

This project will have an indirect benefit to all citizens within Worcester County as served by county services dependent upon radio communication. Should this project not be funded, Worcester County will face a situation by January 2017 where parts for the existing radio system infrastructure will no longer be available. Further, beginning in the summer of 2014, the ability for Worcester County public safety personnel to communicate with the Maryland State Police and other state emergency response organizations will be significantly compromised.

## **Cost estimate.**

**How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?**

Cost estimation for this project was completed based upon a "Rough Order of Magnitude" quote from the current system vendor, Harris, Inc to include a one-time discount. This estimation included an engineering study conducted by the vendor. Cost estimation for terminal equipment (mobile and portable radios) is based upon an evaluation of equipment currently in-service within the county to determine compatibility with the upgraded system, taking equipment replacement and feature upgrades into account. Additionally, the scope includes an estimate of the cost to replace all radio equipment maintained by volunteer fire companies in FY15. This cost was estimated using a model that accounts for total equipment replacement based upon a standard issue of radios derived from emergency vehicles in-service.

**CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**

Due to urgency derived from system manufacturer support and external forces realized from the technology migration of other entities, this project is being requested in year one of CIP.

## **Urgency.**

**Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?**

This project is critical to ensure the continued operability and interoperability of the Worcester County Public Safety Radio System.

# Project:: New Berlin Branch Library

Dept Head, Title & Phone #: Mark Thomas, Library Director 410.632.2800

Project: New Berlin Branch Library

Purpose/Description: Replace existing branch library with a new, larger, more functional building.

Location: Town of Berlin

### Impacts on General Fund Operating. Personnel or Maintenance:

There will be increased costs for personnel because an increase in the size of the staff will be required. There will be increased building operation costs - utilities, custodial service, etc. - because it will be a larger building. Repair and maintenance costs, which have been higher than normal in recent years for the existing building, should go down significantly in the first few years of the new building's operation.

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design		200,000	100,000	100,000				400,000
Land Acquisition		400,000						400,000
Site Work			500,000					500,000
Construction			1,300,000	2,000,000				3,300,000
Equipment/Furnishings				300,000				300,000
Other								0
<b>EXPENDITURES</b>								

<b>TOTAL</b>	<b>0</b>	<b>600,000</b>	<b>1,900,000</b>	<b>2,400,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,900,000</b>
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<b>SOURCES OF FUNDS</b>								
General Fund								0
User Fees								0
Grant Funds								0
State Match		300,000	950,000	1,200,000				2,450,000
State Loan								0
Designated Funds		300,000	950,000	1,200,000				2,450,000
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	<b>0</b>	<b>600,000</b>	<b>1,900,000</b>	<b>2,400,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,900,000</b>
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# **Project:: New Berlin Branch Library**

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Complete the following questions.

## **Project scope.**

**Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?**

The proposed scope, approximately 10,000 square feet, will create a functional space for the delivery of library service. While the proposed structure is approximately three times the size of the existing branch, the effective increase, in terms of the public portion of the building, will be less. The current building has no staff work space or lounge space; extremely limited storage space; a single, inadequate public rest room; and no multi-purpose room in which to present library programs for children and adults and for community groups to meet.

## **County benefit.**

**How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?**

The primary benefit of this project will be enjoyed by citizens of and visitors to the Town of Berlin and surrounding areas. The indirect benefit to the entire county will be that the new Berlin Branch will be able to house a larger collection of library materials, all of which will be available to all County residents. Experience and data indicate that there is considerable use of multiple library branches by regular and occasional library users. We expect that most visitors to the new Berlin facility who are not Berlin residents will come from the northern part of the County, including Ocean Pines, West Ocean City, Showell, Whaleyville, etc.

## **Cost estimate.**

**How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?**

Overall development, construction and equipment costs are based on national figures compiled by trade publication *Library Journal* (table from recent publication is attached). Because we have not isolated a specific site, the cost estimates for site acquisition and site work are not as firmly anchored to data as the other costs.

**CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**

This project has been submitted since 2006. The proposed time line is based on an ambitious but not unreasonable schedule that takes into account the process of applying for State matching funds.

## **Urgency.**

**Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?**

The current Berlin Branch is 43 years old and functionally obsolete for use as a public library. The library outgrew its space years ago and the staff have been creatively accommodating severe space limitations ever since. Programs for children have attracted numbers that overwhelm the facility. Adult programs, discussion groups, lectures, performances, etc. must be conducted in open library space, compromising both the program and typical library use. The boiler and air handling equipment are rapidly approaching the end of their useful lives and will need to be replaced soon. The Berlin Fire Company, owner of the land on which the present library sits, plans to use the building when it becomes theirs so the company can upgrade the efficiency and functionality of the fire station.

# Project: Berlin Rubblefill Cap & Closure

Dept Head, Title & Phone #: John H. Tustin, P.E., Director of Public Works -- 410-632-5623

Project: Berlin Rubblefill Cap and Closure

Purpose/Description: Construct a synthetic cap over the closed rubblefill at the Berlin HHCO in accordance with MDE/COMAR Regulations

Location: Flower Street, Berlin Maryland

Impacts on General Fund Operating, Personnel or Maintenance; Minimal

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design			100,000					100,000
Land Acquisition								0
Site Work								0
Construction			3,000,000					3,000,000
Equipment/Furnishings								0
Other								0
<b>EXPENDITURES</b>								

<b>TOTAL</b>	0	0	3,100,000	0	0	0	0	3,100,000
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<b>SOURCES OF FUNDS</b>								
General Fund			3,100,000					3,100,000
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	0	0	3,100,000	0	0	0	0	3,100,000
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## **Project: Berlin Rubblefill Cap & Closure**

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Complete the following questions.

### **Project scope.**

Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?

Requirement of the Maryland Department of Environment. This facility ceased accepting construction debris in 1990 and is required by law to be properly closed to conform with environmental regulation to minimize the potential for groundwater contamination.

### **County benefit.**

How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

Environmental concerns and State law requires capping and closure of this facility

### **Cost estimate.**

How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

Preliminary engineering estimate prepared by our current solid waste consultant in the past. Costs are subject to change once the scope of the project and waste boundaries are thoroughly established and final design parameters and documents are completed.

**CIP Timing.** If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?

This project is totally dependent upon when MDE will require the cap and closure be completed. This project remains as an independent project and relays only on MDE's direction

### **Urgency.**

Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

MDE driven, this project has been on th books since 1993.

# Project: Asphalt Overlay/Pavement Preservation of County Roads

Dept Head, Title & Phone #: John H. Tustin, P.E., Public Works Director, 410-632-5623

Project: Asphalt Overlay/Pavement Preservation of County Road

Purpose/Description: To preserve the condition of roads within Worcester County

Location: Various - Roads throughout Worcester County

Impacts on General Fund Operating. Personnel or Maintenance: Since Highway User Revenue cuts was introduced in FY10, the General Fund has been funding the cost of our entire paving projects. It seems that the Highway User Revenue is a long way from being restored which means that the General Fund will ultimately be continuing to fund our paving projects. This unfortunately puts a financial strain on the County's General Fund budget.

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design								0
Land Acquisition								0
Site Work								0
Construction								0
Equipment/Furnishings								0
Other	750,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000		5,750,000

**EXPENDITURES**

<b>TOTAL</b>	<b>750,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>0</b>	<b>5,750,000</b>
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**SOURCES OF FUNDS**

General Fund	500,000	1,000,000	1,000,000	1,000,000	1,000,000	500,000		5,000,000
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Designated Funds	250,000					500,000		750,000
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	<b>750,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>0</b>	<b>5,750,000</b>
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# Project: Asphalt Overlay/Pavement Preservation of County Roads

Complete the following questions.

## Project scope.

Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?

To preserve and maintain the roads within Worcester County to allow for safe travel. It is not mandated by State or Federal Law. We do receive Highway User Revenue funds to cover transportation project costs; however, funding was significantly reduced in FY10 by 90%.

## County benefit.

How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

It will provide safe passage for vehicular traffic. This would benefit the County in general since the project covers all roads maintained by the County. Delay and discontinued funding will enhance decay/deterioration of roads leading to unsafe travel. This could ultimately result in major road repairs leading to a more costly alternative than simply preserving the road.

## Cost estimate.

How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

Estimate is based on paving projects prior to HUR funding cuts. Although our estimate is lower than previous funding, we feel this is the minimum needed in order to maintain the existing roads within the County.

CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?

N/A

## Urgency.

Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

It is vital to continue to resurface the County roads and not delay this project. By addressing road maintenance/resurfacing issues now it will avoid costly repairs in the future. If not continued it can lead to a more significant impact not only financially, but as a safety issue for the traveling public.

# Project: New County Storage Building

Dept Head, Title & Phone #: John H. Tustin, P.E., Director of Public Works - 410-632-5623

Project: New County Storage Building

Purpose/Description: Building Public Works Facility. Establish a purchasing agency will allow savings in bulk purchases as well as house DPW - Mosquito Control within one building thereby eliminating the cost of the office trailer now being used for Mosquito Control and will also provide a secure area for equipment.

Location: Public Works Complex, Snow Hill, MD

Impacts on General Fund Operating: Personnel or Maintenance: Increase in personnel cost and operating expense to be offset by savings incurred from bulk purchasing and standardization.

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	100,000							100,000
Land Acquisition								0
Site Work								0
Construction				3,300,000				3,300,000
Equipment/Furnishings				232,000				232,000
Other								0

**EXPENDITURES**

<b>TOTAL</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>3,532,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,632,000</b>
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**SOURCES OF FUNDS**

General Fund								0
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Designated Funds	100,000			3,532,000				3,632,000
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>3,532,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,632,000</b>
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# Project: New County Storage Building

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Complete the following questions.

## Project scope.

Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?

Proposed 25,000 square foot warehouse, Administration Facility for central purchasing and distribution of county supplied materials to various departments along with the relocation of the Mosquito Control section of our Maintenance Division of DPW.

## County benefit.

How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

Reduced costs in office supplies, materials and future equipment purchases resulting from bulk purchases of materials and centralized purchasing standards.

## Cost estimate.

How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

Preliminary at this time using a general figure of \$145/square foot for warehouse type facility with minimal site work needing to be accomplished. Costs are subject to change over the 5 year time frame based upon cpi and other construction factors as the project scope becomes better defined.

CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?

No impact. Not dependent on other projects.

## Urgency.

Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

As a potential long term cost savings, this project should be considered to be a viable project in the near future.

# Project: Mystic Harbour water system interconnections

Dept Head, Title & Phone #: John H. Tustin, P.E. Director of Public Works - 410-832-5832

Project: Mystic Harbour water system interconnections

Purpose/Description: Constructuion of waterlines to connect Mystic Harbour water system with the Landings, Assateague Point and Riddle Farm water systems

Location: Mystic Harbour, Landings, Assateague Point and Riddle Farm

Impacts on General Fund Operating. Personnel or Maintenance: By interconnecting these small water systems operational savings could be realized because the Department would not be required to operate all of these facilities during extended periods of low demand.

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	30,000	80,000	80,000	10,000				200,000
Land Acquisition								0
Site Work								0
Construction		700,000	1,000,000	100,000				1,800,000
Equipment/Furnishings								0
Other								0
<b>EXPENDITURES</b>								

<b>TOTAL</b>	<b>30,000</b>	<b>780,000</b>	<b>1,080,000</b>	<b>110,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>
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<b>SOURCES OF FUNDS</b>								
General Fund								0
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds	30,000	780,000	1,080,000	110,000				2,000,000
General Bonds								0
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	<b>30,000</b>	<b>780,000</b>	<b>1,080,000</b>	<b>110,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>
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## Project: Mystic Harbour water system interconnections

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Complete the following questions.

### Project scope.

Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?

The proposed project would involve construction of waterlines to interconnect the Assateague Point, Landings, Mystic Harbour and Riddle Farm water systems. Interconnecting these systems will increase efficiency by eliminating the need to operate all plants during the periods of low demand. Also, the interconnections will allow sharing of water storage tanks and supply systems.

These interconnections will also provide additional capacity to all systems by maximizing the available resources.

### County benefit.

How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

Benefits include:

Improved ability to meet system peak needs

Reduced operating costs by maximizing the use of all systems to meet off-peak demands

Increased redundancy in the event of a system failure

### Cost estimate.

How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

The cost was estimated internally from recently completed projects.

CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?

### Urgency.

Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

# Project: Mystic Harbour Effluent Disposal

Dept Head, Title & Phone #: John H. Tustin, P.E. Director of Public Works - 410-623-5623

Project: Mystic Harbour Effluent Disposal

Purpose/Description: Permitting, design and construction of an effluent pump station and pipeline to transmit treatment plant effluent to a disposal site for final disposal

Location: Mystic Harbour

Impacts on General Fund Operating, Personnel or Maintenance: None

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	20,000	90,000	80,000	10,000				200,000
Land Acquisition								0
Site Work								0
Construction		400,000	900,000	100,000				1,400,000
Equipment/Furnishings								0
Other								0
<b>EXPENDITURES</b>								

<b>TOTAL</b>	<b>20,000</b>	<b>490,000</b>	<b>980,000</b>	<b>110,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,600,000</b>
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<b>SOURCES OF FUNDS</b>								
General Fund								0
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds	20,000	490,000	980,000	110,000				1,600,000
General Bonds								0
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	<b>20,000</b>	<b>490,000</b>	<b>980,000</b>	<b>110,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,600,000</b>
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# **Project: Mystic Harbour Effluent Disposal**

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Complete the following questions.

## **Project scope.**

Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?

The proposed project is needed to increase the available effluent disposal from the new Mystic Harbour Wastewater Treatment Plant. Plant effluent will be pumped to a site for final disposal.

This is needed to allow full use of the treatment plant capacity.

## **County benefit.**

How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

This will increase the available sewer capacity for commercial growth in the Mystic Harbour/West Ocean City area.

## **Cost estimate.**

How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

The cost was estimated internally from recently completed projects.

**CIP Timing.** If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?

## **Urgency.**

Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

# Project: Ocean Pines Force Main Replacement

Dept Head, Title & Phone #: John H. Tustin, P.E. Director of Public Works - 410-632-5623

Project: Ocean Pines Force Main Replacement

Purpose/Description: Construction of a new sewage force main between Pump Station A and the Ocean Pines Wastewater Treatment Plant to replace an existing undersized and failing pipeline.

Location: Ocean Pines

Impacts on General Fund Operating, Personnel or Maintenance: None

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	30,000	50,000	40,000					120,000
Land Acquisition		700,000	300,000					1,000,000
Site Work								0
Construction								0
Equipment/Furnishings								0
Other								0
<b>EXPENDITURES</b>								

<b>TOTAL</b>	<b>30,000</b>	<b>750,000</b>	<b>340,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,120,000</b>
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<b>SOURCES OF FUNDS</b>								
General Fund								0
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds								
General Bonds	30,000	750,000	340,000					1,120,000
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	<b>30,000</b>	<b>750,000</b>	<b>340,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,120,000</b>
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# **Project: Ocean Pines Force Main Replacement**

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**Complete the following questions.**

**Project scope.**

**Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?**

Construction of a new sanitary force main to replace the existing force main along Ocean Parkway between Pump Station A and the Wastewater Treatment Plant. This project was recommended as a high priority in the engineering evaluation of the Ocean Pines Pump Stations completed in 2012.

Continual leaks in this facility are indicative of its age and need for replacement.

**County benefit.**

**How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?**

The benefit of this action is reduced repair costs and the elimination of the environmental consequences of sewage force main leaks.

**Cost estimate.**

**How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?**

The cost estimate was from the 2012 Pump Station study but there are cost concerns because of the difficult nature of construction along Ocean Parkway. Alternatives to this route are still being investigated.

**CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**

**Urgency.**

**Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?**

# Project: Snow Hill Gas Remediation Project

Dept Head, Title & Phone #: John H. Tustin, P.E., Director of Public Works - 410-632-5623

Project: Snow Hill Gas Remediation Project

Purpose/Description: Levels above acceptable levels have been present along the property boundaries at the capped and closed Snow Hill Landfill. And by regulations and MDE enforcement gas mitigation measures must be put in place to lower the current levels of Methane Gas

Location: Former Landfill in Snow Hill Holly Lane

Impacts on General Fund Operating, Personnel or Maintenance: none

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	100,000							100,000
Land Acquisition								0
Site Work								0
Construction	650,000	750,000						1,400,000
Equipment/Furnishings								0
Other								0
<b>EXPENDITURES</b>								

<b>TOTAL</b>	<b>750,000</b>	<b>750,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,500,000</b>
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<b>SOURCES OF FUNDS</b>								
General Fund	750,000	750,000						1,500,000
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	<b>750,000</b>	<b>750,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,500,000</b>
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# Project: Snow Hill Gas Remediation Project

Complete the following questions.

## Project scope.

Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?

Elevated methane levels along the property boundaries of the closed landfill . These levels must be mitigated by law and directives from MDE

## County benefit.

How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

Possible benefits to adjacent property owners by lowering the level of methane that may migrate onto the adjacent property. Project must move forward to comply with COMAR .

## Cost estimate.

How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

Preliminary Cost estimates were completed by EA Engineering our Solid Waste Consultant

CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?

Change in timing as we are completing a Pilot study /construction activity to prove the methodology will work before constructing the entire mitigation project .

## Urgency.

Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

Timing is being mandated by MDE

# Project: Central Site Cell #5 Construction at Prior Rubberfill

Dept Head, Title & Phone #: John H. Tustin, P.E., Director of Public Works - 410-632-5623

Project: Central Site Cell #5 Construction at Prior Rubberfill

Purpose/Description: Construct Cell #5 to expand landfill space

Location: Central Landfill

Impacts on General Fund Operating, Personnel or Maintenance: None

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design		284,231						284,231
Land Acquisition								0
Site Work								0
Construction		8,350,000						8,350,000
Equipment/Furnishings								0
Other								0
<b>EXPENDITURES</b>								

<b>TOTAL</b>	0	8,634,231	0	0	0	0	0	8,634,231
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<b>SOURCES OF FUNDS</b>								
General Fund								0
User Fees		8,634,231						8,634,231
Grant Funds								0
State Match								0
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds	possible enterprise bonds will be needed							0
General Bonds								0
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	0	8,634,231	0	0	0	0	0	8,634,231
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## **Project: Central Site Cell #5 Construction at Prior Rubberfill**

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Complete the following questions.

### **Project scope.**

Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?

Construction of a new Cell #5 to increase space at the landfill.

### **County benefit.**

How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

This project will benefit the county in general as this is the only landfill located in the county and construction of Cell # 5 is necessary

### **Cost estimate.**

How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

The cost estimate was from the EA Engineering; estimate is based on preliminary design and historical costs.

**CIP Timing.** If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?

This project was moved back due to MDE permitting issues.

### **Urgency.**

Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

This project needs to be done in the near future as the landfill will run out of space.

# Project: LF Administration Scale House Renovation & Addition

Dept Head, Title & Phone #: John H. Tustin, P.E. Director of Public Works - 410-632-5823

Project: Administration Scale House Renovation and Addition

Purpose/Description: Renovate and add on to the Landfill Administration Office to increase and modernize space to become ADA compliant

Location: Central Landfill

Impacts on General Fund Operating, Personnel or Maintenance: None

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design		70,000						70,000
Land Acquisition								0
Site Work								0
Construction		450,000	450,000					900,000
Equipment/Furnishings			30,000					30,000
Other								0
<b>EXPENDITURES</b>								

<b>TOTAL</b>	<b>0</b>	<b>520,000</b>	<b>480,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>
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<b>SOURCES OF FUNDS</b>								
General Fund								0
User Fees		520,000	480,000					1,000,000
Grant Funds								0
State Match								0
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	<b>0</b>	<b>520,000</b>	<b>480,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>
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# **Project: LF Administration Scale House Renovation & Addition**

Complete the following questions.

**Project scope.**

Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?

Renovate and construct an addition to the existing scale house/administration office at the landfill.

**County benefit.**

How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

This project will benefit the landfill administrative employees. The building has not been renovated in over 20 years. They need updates and additions plus a separation from between landfill employees and administrative employees as well as updating the facilities for ADA compliance.

**Cost estimate.**

How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

The cost estimate was based on proposed scope of work and previous building costs.

**CIP Timing.** If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?

This is a new project that was added for FY15 & FY16.

**Urgency.**

Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?

This project is not critical, but it is something that would be good to do if resources are available.

# Project: 500,000 Gallon Leachate Storage Tank

Dept Head, Title & Phone #: John H. Tustin, P.E. Director of Public Works - 410-632-5823

Project: 500,000 gallon leachate storage tank

Purpose/Description: 500,000 gallon glass lined Leachate Storage Tank necessary to collect leachate generated during landfill operations

Location: Central Landfill

Impacts on General Fund Operating, Personnel or Maintenance: None

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design								0
Land Acquisition								0
Site Work	1,080,000							1,080,000
Construction								0
Equipment/Furnishings								0
Other	40,000							40,000
<b>EXPENDITURES</b>								

<b>TOTAL</b>	<b>1,120,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,120,000</b>
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<b>SOURCES OF FUNDS</b>								
	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
General Fund								0
User Fees	1,120,000							1,120,000
Grant Funds								0
State Match								0
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	<b>1,120,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,120,000</b>
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# **Project:500,000 Gallon Leachate Storage Tank**

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**Complete the following questions.**

**Project scope.**

**Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?**

Purchase and construct a new 500,000 gallon glass lined leachate storage tank to handle the needs of the landfill.

**County benefit.**

**How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?**

This project will benefit the county in general as this is the only landfill located in Worcester County. Need a replacement leachate tank to replace the deteriorated 1992 bolted steel tank.

**Cost estimate.**

**How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?**

The contract has been awarded and is under construction

**CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**

This project was not approved by the County Commissioners until FY14

**Urgency.**

**Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?**

This project is critical to replace the deteriorating existing tank .

# Project: Showell Park Land Acquisition & Development

Dept Head, Title & Phone #: Paige Hurley, Director, 410-632-2144 ext 105

Project: Showell Park Land Acquisition & Development.

Purpose/Description: To acquire approximately 40 acres of land (parcel 184) adjacent to existing Showell Park. In order to develop multipurpose fields and a centralized concession stand/bathroom facility. Also, additional parking would be included in this project. The main purpose for this project is to expand this park to provide the Worcester County Residents more programming opportunities. The department would be able to host our own tournaments to increase revenue. It will also allow the department to partner with other organizations to bring in tournaments.

Location: 11281 Racetrack Rd, Showell, MD 21862

Impacts on General Fund Operating, Personnel or Maintenance: This would increase our operating cost in the form of utilities, irrigation cost, field maintenance equipment/supplies. We would also need an additional seasonal part-time staff member in order to maintain this new area of fields. Then we would need an additional part-time monitor in order to be available to oversee the tournaments and one to three part-time monitors for the concession stand during operating times.

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design			25,000					25,000
Land Acquisition		900,000						900,000
Site Work			300,000					300,000
Construction				500,000	500,000			1,000,000
Equipment/Furnishings				25,000	65,000			90,000
Other				10,000	5,000			15,000
<b>EXPENDITURES</b>								

<b>TOTAL</b>	<b>0</b>	<b>900,000</b>	<b>325,000</b>	<b>535,000</b>	<b>570,000</b>	<b>0</b>	<b>0</b>	<b>2,330,000</b>
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<b>SOURCES OF FUNDS</b>								
	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
General Fund		90,000	32,500	53,500	57,000			233,000
User Fees								0
Grant Funds		810,000	292,500	481,500	513,000			2,097,000
State Match								0
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	<b>0</b>	<b>900,000</b>	<b>325,000</b>	<b>535,000</b>	<b>570,000</b>	<b>0</b>	<b>0</b>	<b>2,330,000</b>
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# **Project: Showell Park Land Acquisition & Development**

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**Complete the following questions.**

**Project scope.**

**Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?**

Acquisition and development of land next to Showell Park in order expand this park into a premiere facility.

**County benefit.**

**How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?**

It will allow the department to increase our revenue by bringing in outside teams to participate in tournaments that will make a positive economic impact on the county as a whole by using hotels, restaurants, gas stations, etc. It will be a huge opportunity to Worcester County citizens by allowing the department to offer more programming in the northern end of the county.

Without this park expansion, our department will not be able to expand our programming offering. We will also not be able to keep up with current industry trends/standards. We will stay at status quo. This facility would allow us to become a premiere destination for larger sporting events. We would be able to host our own events instead of helping other area organizations. We currently do not have the facility to allow us to do this because we do not have a park that has premiere fields or enough fields at one park.

**Cost estimate.**

**How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?**

These estimates are all projections based on similar projects that were completed in other county recreation departments. These projections are geared toward the higher end and could come in under these estimates.

**CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**

The timing of this project was moved up due to conversations that occurred with the Department of Natural Resources. Funding, from the State, may become available earlier which would allow us to move ahead with this project sooner then initially expected. In addition, the land that is needed may not be available in the future. We would like to purchase this land before it is no longer available.

**Urgency.**

**Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?**

This is an urgent project that can be completed in phases. The most critical part of this project is securing the land acquisition. Time is extremely critical for that part of the project.

# Project: Recreation Center Expansion Project

Dept Head, Title & Phone #: Paige Hurley, Director, 410-632-2144 ext 105

Project: Recreation Center Expansion Project

Purpose/Description: A 5,000 square foot addition to be added to the Recreation Center, which would include a multipurpose room, fitness room, and additional bathrooms. The multipurpose room would allow the Recreation Department Staff to move certain programs into a more conducive space, such as fitness programs, after school programs, and summer camp.

Location: 6030 Public Landing Rd, Snow Hill, MD 21863

Impacts on General Fund Operating. Personnel or Maintenance: This project would increase our operating expenses, especially our utilities. It would not effect our personnel needs.

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	70,000							70,000
Land Acquisition	0	0	0	0	0	0	0	0
Site Work	75,000							75,000
Construction	550,000							550,000
Equipment/Furnishings	70,000	40,000	10,000	10,000	10,000			140,000
Other	87,891	28,546						116,437
<b>EXPENDITURES</b>								

<b>TOTAL</b>	<b>852,891</b>	<b>68,546</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>951,437</b>
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<b>SOURCES OF FUNDS</b>								
General Fund	85,289	6,854	1,000	1,000	1,000			95,143
User Fees								0
Grant Funds	767,602	61,692	9,000	9,000	9,000			856,294
State Match								0
State Loan								0
Designated Funds								0
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	<b>852,891</b>	<b>68,546</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>951,437</b>
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# **Project: Recreation Center Expansion Project**

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Complete the following questions.

## **Project scope.**

**Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?**

A 5,000 square foot addition to be added to the Recreation Center, which would include a multipurpose room, fitness room, and additional bathrooms. The multipurpose room would allow the Recreation Department Staff to move certain programs into a more conducive space, such as fitness programs, after school programs, and summer camp. This is not mandated by any state or federal laws.

## **County benefit.**

**How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?**

Completing this project would improve the lifestyles of the residents of the county. There is a huge need for more space for a designated exercise area and aerobics room. Currently, participants use a corner space in the large gymnasium area. This will allow fitness programs to take place in a more private and conducive space. In addition, more room is needed for the after school programs and summer program. These programs are currently using the lobby space for certain aspects of the programs. This new space will always us to move them into a proper room. This space will also be used as a multi-purpose area for conferences. Due to the continued growth associated with the county it may be beneficial to be proactive in developing a strategy that accommodates future needs in terms to facility expansion so that we may be better able to serve the citizens of our community. The department could also look into holding programs that we currently cannot due to space limitation, such as birthday parties, bingo, etc.

## **Cost estimate.**

**How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?**

The county engineer, Bill Bradshaw, gave us the estimates for this project.

**CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**

No change to the timeline.

## **Urgency.**

**Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?**

It is already in the process of being completed.

# Project: Snow Hill High School Ren/Add

Dept Head, Title & Phone #: Vince Tolbert, Chief Financial Officer, Board of Education (410) 632-5062

Project: Snow Hill High School Ren/Add

Purpose/Description: Renovation/Addition project

Location: 305 S. Church Street, Snow Hill, MD. 21863

Impacts on General Fund Operating. Personnel or Maintenance: The renovated Snow Hill High School will add approximately 52,000 more square feet to the existing 70,657 s.f. school. However, with energy efficiency elements to be included in the construction of the renovated school and new building systems, including a geothermal heating/cooling system, requiring minimum maintenance costs, the impact on general funds is not expected to rise significantly.

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design	262,675	285,930	285,930	190,620		1,310,299		2,335,454
Land Acquisition								0
Site Work								0
Construction	4,908,117	17,996,430	10,634,255	7,362,176				40,900,978
Equipment/Furnishings	66,415	1,081,088	607,703	678,794		226,000		2,660,000
Other (Construction Manager)	650,564	1,032,511	1,032,511	688,341		339,599		3,743,526
<b>EXPENDITURES</b>								

<b>TOTAL</b>	<b>5,887,771</b>	<b>20,395,959</b>	<b>12,560,399</b>	<b>8,919,931</b>		<b>1,875,898</b>		<b>49,639,958</b>
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<b>SOURCES OF FUNDS</b>								
General Fund								0
User Fees								0
Grant Funds								0
State Match	4,667,000							4,667,000
State Loan								0
Designated Funds						1,875,898		1,875,898
Private Donation								0
Enterprise Bonds								0
General Bonds	1,220,771	20,395,959	12,560,399	8,919,931				43,097,060
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	<b>5,887,771</b>	<b>20,395,959</b>	<b>12,560,399</b>	<b>8,919,931</b>		<b>1,875,898</b>		<b>49,639,958</b>
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# **Project: Snow Hill High School Ren/Add**

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**Complete the following questions.**

**Project scope.**

**Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?**

The Snow Hill High School Renovation/Addition project design process began with a Feasibility Study which was completed in 2004. Design was complete in 2005. State funding was provided in the FY13 CIP. Project bidding was completed in September 2013. Construction will begin in January 2014.

**County benefit.**

**How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?**

Completion of the construction project will provide current and future students, faculty and Snow Hill High parents and community with a complete upgrade of the existing 55-year-old school.

**Cost estimate.**

**How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?**

Preliminary, pre-design cost estimate was developed by the BOE Facilities Department through school construction cost estimating worksheet developed and updated through five major school construction projects over the past thirteen years. Project is now in post-estimate phase as all funding categories have been confirmed.

**CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**

N/A

**Urgency.**

**Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?**

Project funding is complete. Construction will begin in January 2014.

# Project: Showell Elementary School

Dept Head, Title & Phone #: Vince Tolbert, Chief Financial Officer, Board of Education (410) 632-5062

Project: Showell Elementary School

Purpose/Description: Renovation/Addition or Replacement School project

Location: 11318 Showell School Road, Berlin MD. 21811

Impacts on General Fund Operating, Personnel or Maintenance: A renovated or replacement Showell Elementary will provide more square footage than the existing 52,610 square foot facility. However, with energy efficiency elements to be included in the design of the renovated/new school and new building systems requiring minimum maintenance costs, the impact on general funds is not expected to rise significantly.

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	(FY19, FY20) Balance to Complete	Total Project Cost
Engineering/Design	100,000	414,150	1,780,134	498,727	322,494		444,763	3,560,268
Land Acquisition								0
Site Work								0
Construction				17,296,624	12,135,307		8,041,728	37,473,659
Equipment/Furnishings				595,082	701,345		828,861	2,125,288
Other (Construction Manager)			101,432	1,199,561	1,198,777		1,416,524	3,916,294
<b>EXPENDITURES</b>								

<b>TOTAL</b>	<b>100,000</b>	<b>414,150</b>	<b>1,881,566</b>	<b>19,589,994</b>	<b>14,357,923</b>	<b>0</b>	<b>10,731,876</b>	<b>47,075,509</b>
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<b>SOURCES OF FUNDS</b>								
General Fund								0
User Fees								0
Grant Funds								0
State Match				3,595,000	3,595,000			7,190,000
State Loan								0
Designated Funds	100,000	414,150	1,881,566					2,395,716
Private Donation								0
Enterprise Bonds								0
General Bonds				15,994,994	10,762,923		10,731,876	37,489,793
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	<b>100,000</b>	<b>414,150</b>	<b>1,881,566</b>	<b>19,589,994</b>	<b>14,357,923</b>	<b>0</b>	<b>10,731,876</b>	<b>47,075,509</b>
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# **Project: Showell Elementary School**

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**Complete the following questions.**

**Project scope.**

**Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?**

Showell Elementary School Feasibility Study will be completed in April 2014. An architectural/engineering firm will assess the existing building and site and will recommend a project scope of work; renovation/addition of the existing facility or construction of a replacement school.

**County benefit.**

**How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?**

Completion of the construction project will provide current and future students, faculty and Showell Elementary parents and community with a complete upgrade of the existing 37-year-old school.

**Cost estimate.**

**How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?**

Preliminary, pre-design cost estimate was developed by the BOE Facilities Department through school construction cost estimating worksheet developed and updated through five major school construction projects over the past thirteen years. There are no concerns with the estimate.

**CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**

The Showell Elementary School project request timing is consistent with previous Board of Education and County Capital Improvement Programs. The start of the Showell Elementary project determines the start of the school construction project to follow, an addition to Stephen Decatur Middle School.

**Urgency.**

**Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?**

The County Commissioners approved \$100,000 in FY14 to execute the Showell Elementary School Feasibility Study; the first step in the project design process. The completed Feasibility Study will document building, site and instructional deficiencies which need to be addressed through construction. Showell Elementary is a 37-year-old facility with aging structure/mechanical/electrical systems and nine portable classrooms utilized for instructional space. Maintenance and repair costs will only increase as the building systems continue to age.

# Project: Stephen Decatur Middle School

Dept Head, Title & Phone #: Vince Tolbert, Chief Financial Officer, Board of Education (410) 632-5062

Project: Stephen Decatur Middle School

Purpose/Description: Addition

Location: 9815 Seahawk Road, Berlin, Md. 21811

Impacts on General Fund Operating, Personnel or Maintenance:

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	(FY19, FY20) Balance to Complete	Total Project Cost
Engineering/Design		18,934	82,048	315,571	82,048		132,541	631,142
Land Acquisition								0
Site Work								0
Construction					2,470,291		4,030,476	6,500,767
Equipment/Furnishings					175,164		285,795	460,959
Other (Construction Manager)				13,885	242,990		437,382	694,257
<b>EXPENDITURES</b>								

<b>TOTAL</b>	<b>0</b>	<b>18,934</b>	<b>82,048</b>	<b>329,456</b>	<b>2,970,493</b>	<b>0</b>	<b>4,886,194</b>	<b>8,287,125</b>
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<b>SOURCES OF FUNDS</b>								
General Fund								0
User Fees								0
Grant Funds								0
State Match					1,330,000			1,330,000
State Loan								0
Designated Funds		18,934	82,048	329,456				430,438
Private Donation								0
Enterprise Bonds								0
General Bonds					1,640,493		4,886,194	6,526,687
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	<b>0</b>	<b>18,934</b>	<b>82,048</b>	<b>329,456</b>	<b>2,970,493</b>	<b>0</b>	<b>4,886,194</b>	<b>8,287,125</b>
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# **Project: Stephen Decatur Middle School**

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**Complete the following questions.**

## **Project scope.**

**Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?**

Stephen Decatur Middle School was constructed in 1997. During design of the new school, building systems were provided to allow for a 12-15 classroom addition in anticipation of future population growth in the north end of the county. SDMS currently utilizes nine portable classrooms for instruction. Projected SDMS enrollment projections indicate continued growth from the current 631 students.

## **County benefit.**

**How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?**

Completion of the addition project will provide current and future students and faculty the facilities necessary for high-quality instruction for the SDMS student population and will allow removal of the aging portable classrooms at the SDMS site.

## **Cost estimate.**

**How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?**

Preliminary, pre-design cost estimate was developed by the BOE Facilities Department through school construction cost estimating worksheet developed and updated through five major school construction projects over the past thirteen years. There are no concerns with the estimate.

**CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**

The Stephen Decatur Middle School Addition project request timing is consistent with previous Board of Education and County Capital Improvement Programs. The start of the Showell Elementary project determines the start of the Stephen Decatur Middle School Addition project.

## **Urgency.**

**Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?**

Enrollment projections through 2020 indicate that the SDMS student population will grow by approximately 90 students bringing the projected enrollment to 720 students. These students will be enrolled in a school with a local-rated capacity of 584 students and a school at which nine portable classrooms are currently being utilized for additional instructional space.

# Project: WWCC AAB/MTC Building Renovation

Dept Head, Title & Phone #: Jennifer Sandt, VP Admin Services, WWCC, 410-334-2911

Project: Academic & Administrative/Maner Technology Building Renovation

Purpose/Description: The major component of this project is replacing the heating, ventilation and air conditioning system that supports the Academic and Administrative Building (AAB), Maner Technology Center (MTC) and part of the Hazel Student Center (HC) with an energy-efficient geothermal system. Other aspects of the project include renovation of the two elevators in AAB and MTC and remodeling of two sets of restrooms in the HC and MTC on the first floor. Over the past three years all the remaining restrooms in these three buildings have been renovated. Finally, this project involves remodeling of the first floor of the MTC for an enlarged board room and additional administrative office space, necessitated by staffing changes to keep up with the growth of the last 20 years.

Location: Wor-Wic Community College

Impacts on General Fund Operating, Personnel or Maintenance:

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design		48,862						48,862
Land Acquisition								0
Site Work								0
Construction		141,100	126,705					267,805
Equipment/Furnishings			5,372					5,372
Other								0
<b>EXPENDITURES</b>								

<b>TOTAL</b>	0	189,962	132,077	0	0	0	0	322,039
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<b>SOURCES OF FUNDS</b>								
General Fund								0
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Designated Funds		189,962	132,077					322,039
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0

<b>PROJECTED OPERATING IMPACTS</b>	0	189,962	132,077	0	0	0	0	322,039
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## **Project: WWCC AAB/MTC Building Renovation**

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**Complete the following questions.**

### **Project scope.**

**Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?**

The project includes replacing the HVAC system with a high efficiency geothermal system. The work will be completed in the central boiler house and the attic areas of AAB and MTC. The work includes: the replacement of nine air handlers, the building control system, the heating piping system, coils, and VAV boxes; removing portions of Parking Lots 1, 2, and 3 to drill 250 boreholes for the geothermal system, then leveling and repaving the lots.

The elevator controllers, hoists, and cabs will be replaced in the AAB and MTC and the first floor restrooms in the MTC and HC will be renovated with new tile, sink and toilet fixtures but the space will remain the same. Finally, this project involves remodeling of the first floor of the MTC for an enlarged board room and additional administrative office space, necessitated by staffing changes to keep up with the growth of the last 20 years.

### **County benefit.**

**How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?**

The current HVAC is becoming more unreliable as time goes on, resulting in more hot and cold situations disrupting the learning atmosphere for our students and staff. The higher costs of maintaining the old system is reflected in our costs to attend the college. The renovation of the elevator will provide a more reliable access to the second and third floors of AAB and MTC, especially for our handicap students and staff. The two sets of bathrooms are the last of the original 20 year-old bathrooms in need of remodeling.

### **Cost estimate.**

**How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?**

The cost estimate for the HVAC portion of the project was based upon a study done by the AKF Group completed on March 9, 2012. The costs were based upon their experience on similar size projects. AKF specializes in HVAC systems, especially geothermal systems. The cost estimate for the renovation portion of the project was based upon a conceptual estimate and proposal from Whiting Turner Contracting Company submitted on February 15, 2013. Whiting Turner maintains a database of costs from all their projects country wide and the estimate was adjusted for our area. The elevator modernization costs were based upon a proposal from Delaware Elevator submitted to the College on February 2013.

**CIP Timing. If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?**

### **Urgency.**

**Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?**

This project has been approved by the Maryland Higher Education Commission and Department of Budget and Management and therefore should be in the Governor's Capital Bond Bill for community colleges in January.

# Project: WWCC New Academic Building

Dept Head, Title & Phone #: Jennifer Sandt, VP Admin Services, WWCC, 410-334-2911

Project: New Academic Building

Purpose/Description: A new academic building is proposed to begin design in FY 17, with a total cost of \$29,527,500. Worcester County's share is projected to be \$162,705 in FY 17, \$1,878,075 in FY 18 and \$74,126 in FY 19. The balance will be contributed by the State and Wicomico County. The college qualifies under state guidelines for the additional academic space. The new building will enable the college to continue to expand its programs offered to the local community.

Location: Wor-Wic Community College

Impacts on General Fund Operating, Personnel or Maintenance:

	FY 14	FY 15	FY 16	FY 17	FY 18	Prior Allocation	Balance to Complete	Total Project Cost
Engineering/Design				162,705				162,705
Land Acquisition								0
Site Work								0
Construction					1,878,075			1,878,075
Equipment/Furnishings							74,126	74,126
Other								0
<b>EXPENDITURES</b>								
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>162,705</b>	<b>1,878,075</b>	<b>0</b>	<b>74,126</b>	<b>2,114,906</b>
<b>SOURCES OF FUNDS</b>								
General Fund								0
User Fees								0
Grant Funds								0
State Match								0
State Loan								0
Designated Funds				162,705	1,878,075		74,126	2,114,906
Private Donation								0
Enterprise Bonds								0
General Bonds								0
								0
								0
<b>PROJECTED OPERATING IMPACTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>162,705</b>	<b>1,878,075</b>	<b>0</b>	<b>74,126</b>	<b>2,114,906</b>

**Project: WWCC New Academic Building**

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Complete the following questions.

**Project scope.**

Provide the detail available on the project scope. How was the scope determined? Is there any historical information critical to the understanding of scope development? Is this mandated by State or Federal Law?

**County benefit.**

How do the citizens and the County benefit from the project? Does it benefit the County in general or is the benefit targeted to a smaller area or population? Are there consequences for not doing this project? If the project is delayed or not funded, what would be the negative impact?

**Cost estimate.**

How was the cost estimate developed? Was there a scope study? Is it an engineers estimate? Is it a square foot estimate? Is it based on similar projects? Give us the back up information. Is the estimate your "best guess", please tell us. Are there any concerns with your estimate?

**CIP Timing.** If you are requesting a change, please tell us why. New projects should typically be added to the last year of the CIP. If you are requesting a new project earlier, tell us why. Requesting a change in timing - tell us why. Is the timing of the project related to any other CIP project? Does it need to be completed before or at the same time as another project? Does another project need to be completed before this project?

**Urgency.**

Help us to understand the relative urgency of the project. Is it critical? Does it need to be done and done now? Is the project necessary, but not as time critical? Does it need to be done, but will a delay of some years have a significant impact? Is the project something that would be good to do if the resources are available, but has no significant consequences if it isn't funded?